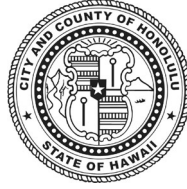


**ETHICS COMMISSION  
CITY AND COUNTY OF HONOLULU**

925 DILLINGHAM BOULEVARD, SUITE 190 • HONOLULU, HAWAII 96817  
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MAYOR

JAN K. YAMANE  
EXECUTIVE DIRECTOR  
AND LEGAL COUNSEL

LAURIE A. WONG-NOWINSKI  
ASSISTANT EXECUTIVE DIRECTOR  
AND LEGAL COUNSEL

**AGENDA**

Date: Wednesday, April 19, 2023

Time: 11:30 a.m.

Location: Kapālama Hale Conference Room 153  
925 Dillingham Boulevard

AND VIA

Webex: Meeting Link:

<https://cchnl.webex.com/cchnl/j.php?MTID=mcd51e50697dbfe8f7260cba5fad52692>

Meeting Number (Access Code): 2496 413 7840

Meeting Password: ECmeeting (32633846 from phones and video systems)

Join by phone 1-408-418-9388

You may testify in person, during the video conference, or submit written testimony in advance of the meeting via e-mail, fax, or mail. To avoid excessive noise/feedback, please mute your microphone except to testify.

Each speaker is limited to a three-minute presentation on each item.

**MEMBERS OF THE PUBLIC ARE ENCOURAGED TO SPEAK  
AND/OR SUBMIT WRITTEN TESTIMONY ON ANY AGENDA ITEM**

**ORDER OF BUSINESS**

I. Call to Order, Public Notice, Quorum

II. New Business

A. Chair's Report

1. Announcements, Introductions, Correspondence, and Additional Distribution
2. For Action: Approval of Open Session Minutes of February 15, 2023

B. Executive Director and Legal Counsel's Report

1. Staffing
  - a. Office Renovation – No Update
  - b. Work Reports Summary – Update

2. Statistics – Update
  - a. Social Media: Website Sessions, Twitter
  - b. Financial Disclosure Filings
  - c. Lobbyist Filings
  - d. Requests for Advice
  - e. Investigations
3. Budget
  - a. Executive Operating Budget (FY23) – No Update
  - b. Executive Operating Budget (FY24) – Update
4. Education and Outreach – Update
  - a. Ethics Training Program
    - i. All City Employee Mandatory Ethics Training (CY23–CY24)
    - ii. Board Member and Commissioner Mandatory Ethics Training (CY23–CY24)
    - iii. Administrative Services Personnel Specialized Training, May 2 and 5, 2023
  - b. E-newsletter, Brochures
    - i. *The Compass* – March 2023 – *National Ethics Awareness Month*
    - ii. *The Guardian* – May 2023
  - c. Ethics Commission Annual Report FY22, Ethics by the Numbers FY22
5. Legislation – Update
  - a. Bill 26, CD1 (2022) – Gifts
6. Education Opportunities (Commissioners and Staff) – Update
  - a. Society of Corporate Compliance and Ethics (SCCE) 22<sup>nd</sup> Annual Compliance and Ethics Institute, October 2–5, 2023 (Chicago, IL)
  - b. Council on Governmental Ethics Laws (COGEL) 2023 Annual Conference, December 3–6, 2023 (Kansas City, MO)
  - c. COGEL Connect (Virtual)
    - i. Training and Outreach, April 20, 2023
    - ii. Training Social Media “Sub-Connect!”, May 4, 2023
    - iii. Freedom of Information Act (FOIA) Roundtable, May 18, 2023
  - d. 2023 Ethics in Hawai‘i Conference, September 1, 2023 (Kapālama Hale, Honolulu, HI)
7. Evaluation Forms – Executive Director and Legal Counsel
  - a. Commissioner’s Evaluation Form
  - b. Staff 360 Evaluation Form

### III. Strategic Planning – No Update

- A. Permitted Interaction Groups to Review Strategic Plan Top Priorities
  - 1. Permitted Interaction Group – Conflict of Interest (Commissioners Amano, Marks, Suemori)
- B. Unfinished Business
  - 1. Legislative Drafting
    - a. Financial Disclosures

### IV. Executive Session Determination

- A. For Discussion and Action: Should the Ethics Commission Exercise Its Discretion to Consider the Approval of the *Stipulation for Dismissal of the Notice of Alleged Violations of the Standards of Conduct* (Alleged Violation: Revised Ordinances of Honolulu (ROH) Section 1-19.4) (EC No. 23-501)
  - B. For Discussion and Action: Should the Ethics Commission Exercise Its Discretion to Consider the Approval of the Proposed *Settlement Agreement After Filing of Notice of Alleged Violations of the Standards of Conduct* (Alleged Violation: ROH Section 1-19.4) (EC No. 23-502)
  - C. For Discussion and Action: Should the Ethics Commission Exercise Its Discretion to Consider the Approval of the *Stipulation for Dismissal of the Notice of Alleged Violations of the Standards of Conduct* (Alleged Violation: ROH Section 1-19.4) (EC No. 23-503)
  - D. For Discussion and Action: Should the Ethics Commission Exercise Its Discretion to Consider the Approval of the *Stipulation for Dismissal of the Notice of Alleged Violations of the Standards of Conduct* (Alleged Violation: ROH Section 1-19.4) (EC No. 23-504)
  - E. For Discussion and Action: Should the Ethics Commission Exercise Its Discretion to Consider the Approval of the *Stipulation for Dismissal of the Notice of Alleged Violations of the Standards of Conduct* (Alleged Violation: ROH Section 1-19.4) (EC No. 23-505)
  - F. For Discussion and Action: Should the Ethics Commission Exercise Its Discretion to Consider the Approval of the *Stipulation for Dismissal of the Notice of Alleged Violations of the Standards of Conduct* (Alleged Violation: ROH Section 1-19.4) (EC No. 23-507)
- V. Executive Session (The following agenda item will be reviewed in executive session pursuant to Hawaii Revised Statutes (HRS) Section 92-5(a)(2), to consider the hire, evaluation, dismissal, or discipline of an officer or employee or of charges brought against the officer or employee, where consideration of matters affecting privacy will be involved.)
- A. For Action: Approval of the *Stipulation for Dismissal of the Notice of Alleged Violations of the Standards of Conduct* (Alleged Violation: Revised Ordinances of Honolulu (ROH) Section 1-19.4) (EC No. 23-501)

- B. For Action: Approval of the *Proposed Settlement Agreement After Filing of Notice of Alleged Violations of the Standards of Conduct* (Alleged Violation: ROH Section 1-19.4) (EC No. 23-502)
- C. For Action: Approval of the *Stipulation for Dismissal of the Notice of Alleged Violations of the Standards of Conduct* (Alleged Violation: ROH Section 1-19.4) (EC No. 23-503)
- D. For Action: Approval of the *Stipulation for Dismissal of the Notice of Alleged Violations of the Standards of Conduct* (Alleged Violation: ROH Section 1-19.4) (EC No. 23-504)
- E. For Action: Approval of the *Stipulation for Dismissal of the Notice of Alleged Violations of the Standards of Conduct* (Alleged Violation: ROH Section 1-19.4) (EC No. 23-505)
- F. For Action: Approval of the *Stipulation for Dismissal of the Notice of Alleged Violations of the Standards of Conduct* (Alleged Violation: ROH Section 1-19.4) (EC No. 23-507)

#### VI. Adjournment

- A. Next Meeting: Wednesday, June 21, 2023
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#### **SPEAKER REGISTRATION**

Prior to the Day of the Meeting: Persons wishing to testify are requested to register their name, phone number, and agenda item via email at [ethics@honolulu.gov](mailto:ethics@honolulu.gov); or by calling (808) 768-9242.

On the Day of the Meeting: Persons who have not registered to testify by the time the Commission meeting begins will be given the opportunity to speak on an item following oral testimonies of registered speakers.

Each speaker is limited to a three-minute presentation on each item.

#### **WRITTEN TESTIMONY**

Prior to the Day of the Meeting: Testimony may be emailed to [ethics@honolulu.gov](mailto:ethics@honolulu.gov) or faxed to (808) 768-7768.

On the Day of the Meeting: Submit 10 copies of written testimony to Commission staff at 925 Dillingham Blvd., Suite 190, Honolulu, Hawaii 96817.

*If you need an auxiliary aid/service or other accommodation due to a disability or an interpreter for a language other than English, please call the Honolulu Ethics Commission at (808) 768-9242 between 7:45 a.m. and 4:30 p.m. or send an email to [ethics@honolulu.gov](mailto:ethics@honolulu.gov) at least four (4) business days before the scheduled meeting. It may not be possible to fulfill requests received after this date.*

*All handouts will be posted at [www.honolulu.gov/ethics/meetings.html](http://www.honolulu.gov/ethics/meetings.html)*